

## Bray Family Homestead Park Community Garden Rules and Regulations



The rental fee for each plot is \$20 per year and is non-refundable. Payment can be made at the Hamilton County Parks and Recreation Administrative Office (15513 S. Union Street, Carmel, IN 46033) between 8:00 am – 4:30 pm Monday-Friday. The rental year runs from January 1 through November 15, but plots can be rented any time based on availability.

1. The basic garden plot shall be 4' x 15'. In addition, each plot has a 1' wide "buffer zone" on all 4 sides. Anything (plant material, plant supports, etc.) in the 1' buffer zone is subject to mower damage.
2. Those with special needs are given priority in renting the ADA-compliant raised bed boxes.
3. Basic garden plots are assigned on a first-come, first-served basis when the renter pays the rental fee.
4. Garden plots should be cared for at least weekly; this includes watering, weeding, harvesting and any other garden-related maintenance. Gardeners may arrange for other gardeners to water their plots.
5. If any plot remains unattended for three weeks that plot is subject to reassignment without refund determined by HCPR administration. Plot holder will be informed in this event.
6. As this is an organic garden, the following are prohibited in and around the garden plots:
  - a. Application of herbicides (weed killers).
  - b. Application of pesticides (insect killers). The following organic methods are allowed: soap and water, Diatomaceous Earth, Bt, Pyrethrum, Spinosad, Serenade (fungicide).
  - c. Conventional fertilizers. Only organic fertilizers are permitted.
  - d. For a complete list of organic fertilizers and pesticides, please visit the Organic Materials Review Institute website at [www.OMRI.org](http://www.OMRI.org).
7. Water for the plot holders is available from the onsite hand-pumped well. No hoses are permitted; water must be carried to the plots. The Community Garden will adhere to all water restrictions put in place by the City of Westfield and Hamilton County.
8. All paths and plots must be kept free of trash, weeds, etc., by the plot holders. Paths must be kept free of garden plants. All trash must be removed from the property.
9. The following are not permitted to be planted in the garden:
  - a. Illegal substances
  - b. Perennial plants
  - c. Invasive species
  - d. Tall plants (over 4 feet) that could shade neighboring plots
10. Plot holders may use low row covers on their individual plot to extend the growing season. No permanent structures (i.e. greenhouse, coldframe) are to be erected on an individual garden plot.
11. A compost bin is available for plot holders. No outside waste is to be added to the compost bin.

12. Gardeners are expected to bring their own tools.
13. Gardeners may harvest vegetables and flowers from their garden only. Should it become known that a plot holder has taken anything (vegetables, tools, etc.) from a plot not belonging to him/her, that person's plot will be forfeited immediately with no refund.
14. At the end of the growing season, gardeners are responsible for clearing their plot of all plant material and gardening supplies by November 15th. Any gardening supplies left in the plots will be discarded.
15. Children must be accompanied by an adult and supervised at all times. Pets are prohibited.
16. All questions and suggestions should be directed to Hamilton County Parks and Recreation at 317-770-4400.
17. Hamilton County Parks and Recreation is not responsible for any damage to plants or gardening supplies resulting from acts of individuals or wildlife.
18. Non-compliance with any of the garden rules is grounds for forfeiture of garden plot without refund as determined by HCPR administration.



# Facility Permit Request Form

Name of Group or Event:	Date Submitted:
Submitted By:	Federal ID or Driver's License Number <i>Required</i> :
Phone Number:	E-Mail Address:
Street Address:	City/State/Zip Code:

## Description

Facility or Plot Requesting/ Purpose of Event:		
Date(s) of Rental:	Time(s) of Rental Begin:	Time(s) of Rental End:
Caterer Name:	Contact Name:	Contact Phone Number:
Alcohol (Only at Osprey Pointe Pavilion): License Information sent to Parks	Liquor License Number:	
Notes / Special Concerns:		
<input type="checkbox"/> (Please Initial) I have read and agree to abide all rules and regulations pertaining to this rental.		
Date:	Signature:	

## Any additional comments or request, please attach appropriate paperwork.

It is understood that no person, group, or organization has any vested right to the exclusive use of park property. The use of all/any park property is subject to availability and approval by the Hamilton County Parks and Recreation Department and are subject to the policies, rules, regulations, and guidelines of the Hamilton County Parks and Recreation Department. All requests and paperwork related to it must be received by the Hamilton County Parks and Recreation Department within 10 days of reserving the date.

It is understood that the Hamilton County Parks and Recreation Department sponsored activities have priority over all other activities in using park facilities and this permit is subject to cancellation. If a special use permit is granted, the users agree to be responsible for any accidents or injuries sustained by any person attending or participating in the program or activity at the park, and to be responsible for the replacement in case any damage or loss is incurred. All users agree to adhere to the rules, applicable federal, state, and local laws and any specific guidelines outlined in the special use permit. The hereby signer acknowledges receipt of the rules.

## Departmental Use Only

Information Received On:	Amount Due:	Receipt Number:	Check Number of Damage Deposit:
Space Available: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partial	Volunteering Hours: \$12.00 per Hour Volunteer Deadline:		
AV Equipment Requested (for Osprey Pointe Pavilion Only): <input type="checkbox"/> Yes <input type="checkbox"/> No	Paid \$35 Fee: <input type="checkbox"/> Yes <input type="checkbox"/> No		
<input type="checkbox"/> Request approved and granted as requested <input type="checkbox"/> Request approved subject to conditions, see attached.	Deposit: Rental Fee (add10% Non-County):		
Approved By:	Date:	<input type="checkbox"/> Denied Explanation: Date:	
Notes:			